

**CIVILIAN POLICE OVERSIGHT AGENCY BOARD
PERSONNEL SUBCOMMITTEE**

Patricia J. French, Chair

Greg Jackson

Eric Nixon

Deirdre Ewing, Executive Director

**Monday, August 29, 2022, at 4:00 p.m.
Video Conference**

Members Present:

Patricia J. French
Greg Jackson
Eric Nixon

Members Absent:

Others Present:

Deirdre Ewing, CPOA
Katrina Sigala, CPOA
Valerie Barela, CPOA
Tina Gooch, Atty
Ian Stoker, Managing City Atty
Beverlyn Samuels, City HR

Minutes

- I. Welcome and Call to Order:** Chair French called to order the Personnel Subcommittee meeting at 4:01 p.m.
- II. Approval of the Agenda**
 - a. Agenda approved.
- III. Public Comment**
 - a. None.
- IV. Approval of the Minutes from March 28, 2022**
 - a. Minutes from March 28, 2022 approved.
- V. Report from Director on Staffing - Executive Director, Deirdre Ewing**
 - a. Executive Director Deirdre Ewing noted that she will work on getting the postings for the vacant Community Engagement Specialist and Executive Assistant positions available for reposting. She will also follow up with the Policy Analyst position.

VI. Discussion and Possible Recommendation:

a. Executive/Interim Director's Evaluation 2022/2023 Calendar Year

1. The personnel subcommittee discussed an informal quarterly evaluation review in addition to the formal semi-annual evaluation of the Executive Director. The subcommittee also discussed the criteria that would be included in the evaluation and the relevance of having input from stakeholders on the Executive Director's evaluation.
2. Executive Director Deirdre Ewing provided feedback on the evaluation process.
3. The Personnel subcommittee will discuss the Boards evaluation at the next subcommittee meeting.
4. CPOA/CPOAB Legal Counsel Tina Gooch recommends that the subcommittee add the provision in the City Ordinance that requires notice of evaluation to City Council as part of their evaluation process.
5. The Personnel subcommittee recommends to move the CPOA Executive Director's evaluation materials with edits to the next regularly scheduled CPOA Board meeting for approval.

b. Timelines for Evaluation and reporting to City Council

1. Managing City Attorney Ian Stoker will confer with City Council on the timeline and reporting requirements set forth in the City Ordinance related to the evaluation of the Executive Director due to her start being in the middle of the reporting period.

VII. Other Business

- a. None.

VIII. Next Regular Meeting TBD

- a. September 26, 2022 at 3:30 p.m. (video conference)

IX. Adjournment

- a. The meeting was adjourned at 4:45 p.m.